

Virginia Land Conservation Foundation

2008 Grant Program Manual

Adoption Date: November 29, 2007

Administered by the Virginia Department of Conservation and Recreation

Authority

Chapter 900 and 906 of the 1999 Virginia Acts of Assembly established the Virginia Land Conservation Foundation, Fund, and Board of Trustees. These acts and recent amendments are codified at Va. Code §10.1-1017 through §10.1-1026. The statute stipulates that the Foundation “shall establish; administer; manage, including the creation of reserves; and make expenditures and allocations from a special, nonreverting fund in the state treasury to be known as the Virginia Land Conservation Fund, hereinafter referred to as the Fund.”

General Purpose of Grant Program

The statute allows moneys in the Virginia Land Conservation Fund to be used for matching grants to localities, public bodies, and nonprofit organizations for purchasing fee simple title to, and other interests in, real property for land conservation purposes. The grant categories provided by the statute are: natural area protection; open spaces and parks; farmlands and forest preservation; and historic area preservation. For the natural area protection category, the legislation requires a recommendation from the Department of Conservation and Recreation based on specific criteria listed in Va. Code §10.1-1022(B). A limited amount of funds may also be available for the development of properties purchased in fee simple by the Fund for public use; however, it is currently the VLCF Board’s intent to expend funds primarily for land conservation projects. Development funding is limited to public access facilities that are essential to the public benefit to be derived from the property.

Generally speaking, grants for acquisition projects will be awarded only for current proposals, including those purchased within two years prior to the grant application date. Grants for purchases that were previously completed will be awarded only in exceptional situations involving considerable public benefit and a compelling demonstration of unusual financial need and circumstances.

Grant Program Overview

A major function for the Foundation, as set forth in the statute, is to establish and administer the Fund for the purpose of providing grants to state agencies, including the Virginia Outdoors Foundation, and **matching grants** to holders, who are defined in §10.1-1009, and to public bodies, defined in §10.1-1700, for purchasing “fee simple title to or other rights, interests or privileges in property for the protection or preservation of ecological, cultural or historical resources, lands for recreational purposes, state forest lands, and lands for threatened or endangered species, fish and wildlife habitat, natural areas, agricultural and forestal lands and open space.”

The Director of the Department of Conservation and Recreation is charged with administering, reviewing, and making recommendations on grant applications to the Secretary of Natural Resources and the Virginia Land Conservation Foundation. Grant applications are reviewed and scored by an inter-agency task force. Grant awards are based on applications for 50 percent or less of total project costs pursuant to specific criteria defined in each application category, and 100 percent or less of total project costs for state agencies. Guiding factors in distribution of VLCF funds are set out in Virginia Code §§ 10.1-1020 and 1021.1, which specify that at least

one third of the funds shall be used to secure open-space easements to be held or co-held by a public body, and that VLCF shall seek to achieve a fair distribution of land protected throughout the Commonwealth.

Application Categories

1. Open Spaces and Parks
2. Natural Area Protection
3. Historic Area Preservation
4. Farmlands and Forest Preservation

Program Eligibility

1. Applications may be submitted by agencies, localities, public bodies, and registered (tax-exempt) nonprofit organizations.
2. Application projects must be for a minimum of \$100,000 in total cost or a grant amount of no less than \$50,000.
3. For a private nonprofit organization seeking to hold easements resulting from funds appropriated by the Foundation, the holder/applicant shall provide documentation that the organization meets the holder requirements in the Virginia Conservation Easement Act, Va. Code §10.1-1009 to §10.1-1017, has maintained an office in Virginia for at least 5 years, and has a mission statement pertaining to land conservation activities.
4. The landowner(s) have been notified and is(are) receptive to negotiation on proposed project. (Letter from landowner(s) indicating willingness is desirable.)
5. The holder/applicant has demonstrated that they will have the necessary funding and staffing to manage the property in a manner that will achieve the purposes described in the application categories.
6. The proposed project must be for a **specific site or sites** that meet the criteria for one or more of the application categories.
7. The applicant demonstrates that resources are in place to complete the project within two years of project approval.
8. Applications for the acquisition of easements on lands currently owned by the applicant are not eligible for VLCF Grant Program assistance.
9. Property or easements acquired within two years of the start of the current grant round are eligible to compete for grant funding or may be submitted as a potential grant match. When proposed as match, the applicant must, in their VLCF application, provide the same information on the match tract as for the other tract(s) for which they are requesting funding so that the match tract can be included in the overall evaluation of the project. The reported value of any match tract, whether acquired or donated, **must be** substantiated by an approved

appraisal done no more than six months prior to the donation or acquisition and that, if done more than six months after the donation or acquisition, provides a value for the land **at the time of donation or acquisition**. It should be noted, however, that applicants proceeding with any acquisition prior to a grant award do so **without any assurance** that the project will be funded by the VLCF.

10. All projects undertaken by private organizations, whether fee simple or easements, must be protected by conservation easements in perpetuity that are held or co-held by a public body, pursuant to § 10.1-1020 (2) of the Virginia Land Conservation Foundation Act. Property used by private organizations as a match must also be protected by an easement co-held by a public entity. The co-holder of easements for private organizations must be a state or federal agency or a local government jurisdiction. Fee-simple property used as match may be sold **only** if the grantee provides substitute land or reimburses VLCF as stipulated in the Property Protection Requirements on page 4.
11. **Applicant must include conditions to be included in conservation easements. This would include but not be limited to terms of the easement, the amount of development permitted (residential/agricultural, etc.) and any allowed or disallowed land management practices.**
12. VLCF funds may not be expended to acquire any property interest through eminent domain, pursuant to § 10.1-1023 of the VLCF statute.
13. All VLCF grant awards will require evidence of clear title. Acquisition projects require title insurance that identifies a concise history of conveyances and easements.
14. A Phase 1 Environmental Assessment will be required on all fee simple acquisition projects (not easement projects) that receive grant approval.
15. All VLCF grant-award projects will be provided with a sign that identifies VLCF funding for the project, which must be posted at the project site at a reasonably visible location.
16. Applicants whose projects are awarded VLCF grants should be aware that project names will be included in press releases. Since some landowners prefer not to have their names published, please consider that when naming the project in the VLCF application.

Eligible Match Contributions:

- ◆ Expenses necessary for the acquisition of the grant property/easement, i.e., appraisals, title report, surveys, hazardous waste assessment and other necessary due diligence, provided that the funds were spent within the two years preceding the grant application date.
- ◆ “Pass-through” dollars to the state from other governmental agencies.
- ◆ Bargain sales, *i.e.*, the donation of a portion of the acquisition price of the land or easement to be acquired with VLCF grant funds and match properties.

The required match amount and source must be detailed within the grant application. The match contributions must be received by the applicant no later than the receipt of the VLCF grant funds

(i.e., settlement). This does not preclude the applicant from using funds that will be reimbursed by other non-state funding.

Grant Completion

Projects that have been awarded grants by the VLCF Board must be completed within two years from the date of the grant award. If a project cannot be completed within that time, the grant funds will revert to the VLCF category under which they were awarded. An administrative extension may be granted, provided there is adequate justification and the project will be completed as approved.

VLCF Property Protection Requirements

VLCF invests in the permanent protection of important properties across the Commonwealth, either through fee-simple acquisition or conservation easements. Accordingly, the following protection requirements apply.

Political Jurisdictions

No fee simple property acquired by a public body with funds from the VLCF Program can be converted to a use different from that for which it was acquired without the approval of the VLCF Board of Trustees. The board shall approve such conversions only if it is in accord with the existing local comprehensive plan and only upon such conditions as the board deems necessary to assure the substitution of other properties of at least equal fair market value and of equivalent conservation value. The Executive Secretary of the VLCF Board shall promulgate procedures to effect conversions approved by the board.

Private Organizations 501 (c) (3)

Conservation organizations should consider carefully whether to apply for a fee-simple acquisition project or an easement project, as fee-simple acquisition projects will be subject to the following conditions. No fee simple property acquired with funds from VLCF shall be sold by the recipient grantee unless the following conditions are met: (1) the conservation values of the property are protected by an easement co-held by a public body, and (2) the value of the property is supported by a current appraisal, and (3) the VLCF Board is reimbursed by a percent of the sale price equal to the percent of total project value represented by the original VLCF grant award.

Before a recipient grantee can sell property used as match for a VLCF project to another private organization, the grantee shall demonstrate to the satisfaction of the VLCF Board that both the conservation and monetary values of the original match are retained or exceeded, **or** provide substitute land of equal conservation and monetary value. If neither option is possible, then the Board shall require the grantee to reimburse VLCF for the amount of diminution of the value of the match. An exception to the reimbursement requirement may be granted if the property is sold to a public agency and that agency agrees to hold and manage the property in fee for the purposes for which it was originally acquired.

Criteria for Purchase of Development Rights (PDR)

Funding for PDR grant applications shall be for costs associated with the acquisition of a real property interest only. Administrative costs such as salaries, rent, equipment and travel will not be accepted. Applications for funding for acquisitions of easements under PDR programs will be evaluated according to the following criteria:

1. Evidence that the local governing body has adopted a PDR ordinance or other legal authorization establishing a PDR program that contains appropriate provisions for permanent protection of resources.
 - a. The ordinance or other authority cites, and the easements are taken under, the authority of the Open Space Land Act.
 - b. The ordinance or other authority provides for permanent protection of resources through easements, which are perpetual in nature and not extinguishable at the option of the property owner or the local government, except pursuant to the provisions of the Open Space Land Act.
 - c. Easements purchased under the ordinance or other authority must be recorded in the local clerk of circuit court records and include provisions that adequately and appropriately protect the resources, including but not necessarily limited to provisions limiting subdivision and development of the property, provisions for regular inspections of the property for compliance with easement terms, and provisions requiring that the easement be referenced in any deed conveying the property.
2. The proposed project(s) is/are well identified and represent good candidates for protection through the PDR program.
 - a. The resources to be protected are clearly identified and either:
 - i. Meet the criteria for one or more of the following categories, as set forth in the Grant Manual: Open Spaces and Parks; Natural Area Protection; Historic Area Preservation; and Farmlands and Forest Preservation, or
 - ii. Are contiguous or otherwise related through an identifiable resource protection plan, to such resources.
 - b. The application includes documentation that the owner of the parcel(s) in question is/are receptive to negotiations for purchase of development rights.
 - c. The resources will be fully and appropriately protected as a result of the purchase of the development rights. Resource elements which may satisfy this requirement may include, but are not limited to, the following
 - i. Open Spaces and Parks: PDRs for recreational/park land must have a provision that allows adequate public use of the property for open space. Land protected must be of regional or state significance and protect critical viewsheds or buffer important natural or cultural resources identified in the Virginia Outdoors Plan and/or local recreation and open space plan.
 - ii. Natural Area Protection: Easements for natural areas include provisions that allow for the ecological management and conservation of the site's natural heritage resources

and specify that the Department of Conservation and Recreation's Natural Area Preserve Management Guidelines will be followed.

- iii. Historic Area Preservation: Easements for historic areas and resources specify that the Secretary of the Interior's Standards for the Treatment of Historic Properties (<http://ohp.parks.ca.gov/pages/1054/files/Standards%20Chart1.pdf>) will be followed.
 - iv. Farmlands and Forest Preservation: Easements for agricultural, horticultural, or forest lands include provisions that permit the economically viable management and maintenance of the protected lands for lawful agricultural, horticultural, or forestry activities including the protection of important fish and wildlife habitat, and require that such activities are undertaken in accordance with appropriate management plans and best management practices.
 - d. Strong applications will document multiple public benefits to be derived from the proposed project(s). These benefits may be protection of more than one category of resource, or other benefits such as orderly community development, education, research, recreation, or community access to the resource.
- 3. The applicant demonstrates the administrative capacity to obtain and hold the easements and to successfully monitor and enforce terms of the easements in the future.
 - 4. The applicant demonstrates other evidence of commitment to protection of local natural open space including recreational and forestal resources and historic resources. Such evidence shall include, at a minimum, recognition of such resources in the comprehensive plan. Such evidence may further include agricultural and forestal districts, use value assessment and taxation, historic district zoning, mountain protection zoning, or other resource protection programs.
 - 5. The proposed project(s) represent efficient use of grant funds. This will be best demonstrated by evidence that the grant funds will be leveraged in some way. Possibilities include:
 - a. The property owner is willing to make a partial donation of the easement;
 - b. The applicant is offering matching funds greater than the required minimum;
 - c. The easement will serve as a catalyst for other resource protection activities.
 - d. The easement is a critical part of a larger project;
 - e. The cost of the easement represents a small proportion of entire value of the property.
 - 6. There is demonstrated public support for the PDR program and/or the proposed project(s).

Category Eligibility

1. Open Spaces and Parks Category – contact the Department of Conservation and Recreation, (804) 225-2048. The Department web site is www.dcr.virginia.gov. For specific scoring criteria for this category please see Appendix 1.

Applications for purchasing fee simple title to or other rights, interest in, or privileges in property for the acquisition and development of lands for public recreational and/or open space purposes will be evaluated according to the degree the project:

- ◆ Acquires land, or an easement on land, which provides increased public access to state waters offering recreational potential.
- ◆ Acquires lands or easements adjacent to existing park systems or other recreational resources that expand and protect public conservation or recreational interests.
- ◆ Protects viewsheds or land important to the protection of any federally designated Wild and Scenic River or American Heritage River in or adjacent to Virginia, Virginia's Scenic Rivers, designated Scenic Roads, and Virginia Byways, and/or nationally designated scenic lands or recreational trails, including greenways or blueways.
- ◆ Supports local and/or regional comprehensive plans for parks, open space, and outdoor recreational facilities, and/or contributes to the protection of a state, regionally, or locally identified conservation corridor.
- ◆ Addresses a need identified in the *Virginia Outdoors Plan* (VOP). The VOP may be accessed at www.dcr.virginia.gov/recreational_planning/vop.shtml.
- ◆ Makes the grant-funded land available for public use, including, but not limited to, hunting, fishing, or wildlife watching.
- ◆ Conserves land in areas that are densely populated or rapidly developing. Densely populated is defined as a locality with population of 90,000 or more, or a locality designated by the Commonwealth as an incorporated City, regardless of size. Rapidly developing is defined as property that is identified in VCLNA Vulnerability Model #3 (Outside the Urban Fringe) with a threat value of 5. For more information about the VCLNA, visit www.dcr.virginia.gov/natural_heritage/vclna.shtml, or call the Natural Heritage Information Manager at (804) 786-8377.
- ◆ Protects land that is threatened by development. Threatened property is defined as property documented to be currently or recently on the market, in an estate that is currently being settled, or adjacent to property currently on the market or sold within the previous year.

2. Natural Areas Protection Category – contact the Department of Conservation and Recreation, Division of Natural Heritage, (804) 371-6205. The web site is www.dcr.virginia.gov. For specific scoring criteria for this category please see Appendix 2.

Application for Natural Area funds may be made for projects that make a significant contribution to the protection of habitats for rare, threatened, or endangered plant or animal species or state-significant natural communities or natural areas of Virginia. Applications will be evaluated according to the following criteria:

- ◆ Addresses a protection need identified in the Virginia Natural Heritage Plan.
- ◆ Rarity of the elements targeted for conservation – the elements should be identified by their Natural Heritage Global and State Ranks.
- ◆ The viability of the proposed area for acquisition, its natural heritage resources, and the biodiversity rank of the site.
- ◆ The proposed project's number of rare species or exemplary natural communities, which are not protected or are inadequately protected on public or private conservation lands.
- ◆ Applicant's capability to protect the site from short-term and long-term stresses to the project area.
- ◆ Applicant's ability to expend grant and matching funds within two (2) years of grant award.

All properties acquired with natural area funds shall be dedicated as natural area preserves in accordance with Va. Code §10.1-213, and the project shall be open for public access for a reasonable amount of time each year, without disturbing the sensitive resources thereon, and the project shall be open for DCR Natural Heritage approved research. Applicant shall provide a public access plan that contains a minimum of one guided nature hike per year.

3. Historic Area Preservation Category – contact the Virginia Department of Historic Resources, (804) 367-2323. The Department's website is www.dhr.virginia.gov. For specific scoring criteria for this category please see Appendix 3.

Applications for purchasing fee simple title to or other rights, interest in, or privileges in property for the protection or preservation of cultural or historic resources will be evaluated according to the following criteria:

- ◆ Historical significance

Strong proposals are likely to protect or preserve a resource that:

- A. is listed on the Virginia Landmarks Register or certified as eligible for listing by the Director of the Department of Historic Resources; or
- B. contributes to the integrity, enhances the setting, or provides a buffer for a property that is listed on the Virginia Landmarks Register; or
- C. is a Civil War Battlefield listed as a Class A or B, Priority I or II battlefield by the Civil War Sites Advisory Commission Report of 1993, as amended.

The rarity, quality, and integrity of the resource to be protected or preserved shall be considered.

- ◆ An identifiable threat to the resource, or compelling need for immediate preservation, exists.
- ◆ The applicant intends to manage property according to a documented resource management plan and has demonstrated organizational and financial capacity to ensure appropriate treatment and ongoing maintenance of the resource. (Project plans must meet the Secretary of the Interior's Standards for the Treatment of Historic Properties and be approved by the Department of Historic Resources before project receives final VLCF grant funding.)
- ◆ Preservation of the resource may complement or enhance other cultural or historic resources or land already protected through a conservation easement OR represents a unique cultural resource opportunity within the geographical area.
- ◆ Protection or preservation of the resource may further other public interests, such as education, research, recreation, heritage tourism promotion, or orderly community development.
- ◆ There is demonstrated public support for the protection or preservation of the resource.
- ◆ Applicants for funds in this category must provide high quality photographs or digital images suitable for reproduction. In the case of cultural or historic structures, these should include images that document the exterior of the primary structure and any secondary structures, significant interior spaces and features, and the setting and viewshed of the primary resource. For archaeological sites, applicants should include a general view or site plan and images documenting the condition of the site, stratigraphy (if applicable), and representative features showing the integrity of those features. For battlefields or other landscapes, images should adequately document the overall site, its surroundings and viewshed, and all historic and non-historic structures, roads, and other features within the battlefield or landscapes.
- ◆ If funds are approved under this category for the purpose of acquiring fee simple title to a cultural or historic resource, the grantee shall offer to donate to the Virginia Board of Historic Resources a perpetual preservation easement on the property to be acquired with the grant funds. The Board shall decide whether to accept the easement offer based on established criteria and existing policies and procedures governing the preservation easement program.

4. Farmlands and Forest Preservation Category – While this is a single funding category, separate funding criteria have been developed for agricultural lands and for forestal lands. Applicant should use the set of criteria that is most appropriate for projects being submitted. Applications for purchasing fee simple title to or other rights, interest in, or privileges in property for the protection and preservation of agricultural lands will be evaluated according to the following criteria:

A. **Farmlands Criteria** – contact the Virginia Department of Agriculture and Consumer Services, (804) 786-1346. The Department website is www.vdacs.virginia.gov. For specific scoring criteria for this category, please see Appendix 4.

- ◆ Soil quality is a major determining factor. The parcel will be ranked based on the percentage that it contains of each of the following soils (as defined in § 3.1-18.5. of the Code of Virginia):

“Prime farmland” is land that has the best combination of physical and chemical characteristics for producing food, feed, fiber, forage, oilseed, nursery, and other agricultural crops with minimum inputs of fuel, fertilizer, pesticides, and labor, and without intolerable soil erosion. Prime farmland includes land that possesses the above characteristics but is being used currently to produce livestock and timber. It does not include land already in or committed to urban development or water storage.

“Unique farmland” is land other than prime farmland that is used for production of specific high-value food and fiber crops, as determined by the United States Secretary of Agriculture. It has the special combination of soil quality, location, growing season, and moisture supply needed to economically produce sustained high quality or high yields of specific crops when treated and managed according to acceptable farming methods.

“Important farmland” other than prime or unique farmland is land that is of statewide or local importance for the production of food, feed, fiber, forage, nursery, oilseed or other agricultural crops, as determined by the appropriate state agency or local government agency, either or both, and that the United States Secretary of Agriculture determines should be considered as farmland for the purposes of this chapter

- ◆ The size of the parcel in relation to average agricultural parcel sizes in the locality will also be a determining factor.
- ◆ In addition, the following criteria will be considered:
 1. The agricultural significance of the land within the area in which it is located.
 2. The presence of any significant adjacent agricultural land that is in agricultural production or is not now in active agriculture.
 3. The vulnerability rank for the parcel as determined by the Virginia Conservation Lands Needs Assessment model (Urban Fringe model). For more information about the VCLNA, visit www.dcr.virginia.gov/natural_heritage/vclna.shtml, or call Jason Bulluck, Natural Heritage Information Manager, at (804) 786-8377.
 4. The use of Best Management Practices on the farm.
 5. Support for the project evidenced in local farmland protection policies (agricultural zoning, agricultural and forestal districts, use value taxation, etc.).
 6. The environmental benefits of retaining the land in agricultural uses.

B. **Forest Lands Criteria** – contact the Virginia Department of Forestry, (804) 977-6555. The Department website is www.dof.virginia.gov. For specific scoring criteria for this category, please see Appendix 5.

- ◆ Potential for Conversion – The land is in an area where there is high potential for land use changes or conversions to other uses and there is limited forest cover remaining in the area. The potential for conversion is determined using DOF GIS analysis. A county's non-rural forest is defined as forest having over 80 persons per square mile.
- ◆ Protects Watersheds – The property contributes to the protection of (1) a public drinking water source identified by VA Dept. of Health, or (2) a watershed identified as high quality in DOF GIS analysis, or (3) an impaired waterway on the state 303(d) list (which can be found at <http://gisweb.deq.state.va.us>).
- ◆ Management of Multiple Resources – The landowner manages the property according to a multiple resource management plan prepared by a professional forester and the landowner is willing to follow plan recommendations to achieve their forest management goals.
- ◆ Adjacency to Conserved Land – The property is located adjacent to, or nearby, already conserved lands held in perpetuity.
- ◆ Education/Research Potential – The landowner will allow, and the property is suitable for, long-term forest research, special landowner demonstration opportunities, or conservation education.
- ◆ Meets Comprehensive Plan Objectives – The property is within an area identified in the local comprehensive plan as important for land conservation and/or open space preservation.
- ◆ Potential to Protect/Restore – The property has or has the potential to protect and/or restore threatened and endangered species, diminished natural tree species, and/or historic, archeological, or geologic sites.

5. Additional Criteria

All projects will be scored on four additional criteria, based on information supplied by the applicant.

- ◆ Up to three points will be awarded if a project satisfies resource conservation needs identified in the Virginia Outdoors Plan (VOP) or a local comprehensive plan.
- ◆ Up to four points can be given for projects that protect water quality through the use of streamside fencing or permanent riparian buffers at least 35 feet wide along streams or rivers in the project.

- ♦ The value added criterion, which can add up to eleven points, takes into consideration those projects that “cut across” the four statutory categories; for instance, a farmland project that includes a historic building or site. This criterion also can add up to three points for fish and wildlife habitat protection and management, which is a defined purpose of the Foundation. For more information, contact the Department of Game and Inland Fisheries, (804) 367-2212.
- ♦ The extent to which the project provides public access can provide up to three points.
- ♦ Finally, the amount of match provided by the grant applicant can add up to three points.

Ineligible Projects

- ♦ Land/property that is in public ownership and protected for purposes consistent with this program cannot be acquired under this grant program. However, public land purchased in the two years preceding the grant application date may be eligible as a match.
- ♦ Acquisition projects that include costs for maintenance and operation of lands and facilities; any such cost must be excluded from the total project costs and will not be considered as match contribution.
- ♦ Project proposals that are not site specific.
- ♦ General administrative funding of a Purchase of Development Rights (PDR) program is not eligible; however, funding is available for the purchase of development rights on a specific site or sites under PDR programs in accordance with the approved criteria.

Application Information/Deadline

Ten (10) original applications should be sent to the Department of Conservation and Recreation at the address below, and must arrive no later than 5 p.m. on _____.

Each copy of the application should be firmly attached with staples or binder clips, or placed in a soft-sided folder. **Please do not use hard binders.**

It is important that applications be one-sided pages. All pages must be 8.5 x 11.

Photographs, including digital images, are encouraged. Note: see specific photo requirements for applications in the Historic Resources category on page 8. All photos and images and their captions must be mounted on 8.5 x 11 paper and be of quality suitable for reproduction by photocopier. It is not necessary to submit 10 sets of original images, but all reproduced images must be clear and understandable. Images and photos will not be returned.

Address:

**Department of Conservation and Recreation
Attention: Virginia Land Conservation Fund Grant Program
Office of Land Conservation
203 Governor Street, Suite 302
Richmond, VA 23219**

General Application Inquiry: contact the Department of Conservation and Recreation, Office of Land Conservation, (804) 225-2048, or the Division of Planning and Recreation Resources, (804) 786-4379. For specific category inquiries see contacts starting on page 7 under Category Eligibility.

Application Review and Approval

First Review

Applications will be received and reviewed by the Foundation's Executive Secretary for completeness. Complete applications will be forwarded to an interagency panel for review and assignment to the responsible agency (category) for scoring. The agencies will conduct the initial review and scoring of all assigned applications (see Category Eligibility, beginning on page 7).

Second Review

Following completion of the First Review, the interagency panel will again meet to discuss and review scoring of projects and look for commonality of interest, resource protection urgency, the applicant's ability to finance (match) and manage the project proposal, and overall significance of the proposal to the citizens of the Commonwealth. During this review, geographic distribution of the projects is considered, as is the percentage of easement projects. The interagency panel consists of representatives from the Department of Conservation & Recreation, the Department of Historic Resources, the Department of Agriculture and Consumer Services, the Department of Forestry, the Department of Game and Inland Fisheries, and the Virginia Outdoors Foundation.

Final Review

All applications will be presented to the Board of Trustees of the Virginia Land Conservation Foundation for review, action, and general grant approval. After qualified approval by the Foundation, pending further environmental studies, appraisal reports and reviews, etc., and – for projects proposed by localities – a formal resolution of support from the local governmental unit(s), a formal agreement will be issued to commence expenditure of funds. Agreements on all approved acquisition, easement, and PDR projects shall include language that dedicates the specific project to protection in perpetuity as approved by the Virginia Land Conservation Fund Board of Trustees.

All grant funds shall be disbursed on a 50% reimbursement basis of expended eligible costs up to the amount of grant award, and 100% for state agencies. All costs shall be incurred in accordance with the Virginia Public Procurement Act. Funding at settlement or reimbursement will be based on documentation of costs incurred.

Project Application Elements

◆ Project Narrative

Describe the objectives and need for grant assistance. Give a ten-year (10) history of the subject property. Include an assessment of property market value. Identify the expected results and benefits the proposal will have. Describe how the project is consistent with or complements local and regional plans. Describe any significant contributions the project will have in meeting the purposes of this grant program. Provide a detailed description of how the project meets specific

criteria of the grant category under which the application is made. Provide a description of how the project meets the objectives of other grant categories, if applicable. Does this proposal act on a risk that there will be a loss of natural, recreational or significant open space lands? Will approval of this proposal have positive economic impact on the locality or region? If possible, provide quantitative and qualitative projections on the benefits of the proposal. Give the names of organizations, cooperators, consultants, and others that will work on the project. Discuss the short-term and long-term management plans for the site. State the length of time that will be required to complete the project once the grant is approved. Identify any factors that might accelerate or delay the proposal.

◆ **Geographic Location**

Give a precise location of the project area. Include maps or other information that will assist in the evaluation of the proposal.

◆ **Support Documents**

The application should include letters of support from individuals, and organizations, as well as resolutions from governmental bodies and others whose interest in the project proposal reflects wide community-based support for the application. As a means of raising the profile of the VLCF program, applicants are also encouraged to inform their public officials, such as state legislators and locally elected officials, of the applicant's participation in the VLCF grant round.

◆ **Appraisals**

Following preliminary approval, two (2) copies of a bona fide appraisal that conforms to the Uniform Standards of Professional Appraisal Practice must support the value of acquisition projects. Full appraisals are not required at the time of application submittal.

Virginia Land Conservation Fund Grant Program
Office of the Secretary of Natural Resources
PROJECT APPLICATION

Note: The VLCF is a reimbursement program. Reimbursement will be based on documentation of eligible expenditures.

(State agencies may receive 100% funding with no matching requirement.)

1. Applicant: _____

2. Address: _____

3. Contact person: _____ Title: _____

Phone Number: _____ Email address: _____

4. Type of applicant: ☐ State ☐ Local ☐ Regional
☐ Other public body ☐ Registered non-profit ☐ Conservation organization

Location of office in Virginia _____

Number of years office maintained in Virginia _____

If you are a national conservation organization, are you registered and in good standing with the State Corporation Commission? ☐ Yes ☐ No

5. Select the Primary Category for which you feel your project would best qualify for funding (see pages 7 – 12)

☐ Open Space and Parks ☐ Natural Area Protection ☐ Historic Area Preservation
☐ Farmland and Forest Preservation

List additional categories (if any) the project supports, and provide a brief explanation of the ways in which the project supports those additional categories.

6. a) Type of Project: ☐ Fee simple acquisition ☐ Easement ☐ PDR ☐ Site development

b) Amount of Grant requested _____

c) Number of acres to be protected or acquired _____

d) Anticipated project completion date _____

7. Name of Project _____

8. Access: ☐ Public access allowed ☐ Limited public access allowed
☐ Property provides visual access to passersby ☐ No public access

9. a. Location of project: _____ County: _____

b. Virginia House District # _____ Virginia Senate District # _____

Virginia Congressional District # _____

10. Give brief description of project.

a) Describe the scope of work and anticipated accomplishments, including protection that will be provided by a conservation easement. If more space is needed, please insert additional pages at the end of this application.

b) Geographic Location with Maps (must include USGS 7.5 Minute topographic map suitable for 8 1/2 x 11 reproduction)

11. Landowner(s) has/have been notified and is/are receptive to negotiation on proposed Project ☐ Yes ☐ No

Letter from landowner(s) attached ☐ Yes ☐ No

12. If application is being made by a private organization: what public body is anticipated to be the holder or co-holder of the conservation easement on the funded property?

13. Does the proposal meet a specific recreational or resource conservation need identified in the *Virginia Outdoors Plan*?

Recreational need ☐ Yes ☐ No [If yes, provide the *VOP* page number _____]

Resource conservation need ☐ Yes ☐ No [If yes, provide the *VOP* page number _____]

In a local comprehensive plan? ☐ Yes ☐ No

[If yes, please include a copy of the relevant excerpt from the local comprehensive plan.]

14. In addition to the intrinsic open-space values of the project, please state how it provides significant benefits in the following areas, if they are different from the project's primary category: historic resources; natural heritage resources (rare, threatened, or endangered species and significant natural communities); farmland; forestland; wildlife habitat protection and/or management; recreation/parks.

15. For projects in the agricultural category: to what extent are Best Management Practices (BMPs) being used/implemented in the normal operation of this farm? Please define. (For examples, consult DCR's BMP Manual, at <http://192.206.31.46/agbmpman/toc.pdf>)

16. Where applicable, does the identified parcel include streamside fencing or permanent buffers at least 35 ft. wide next to streams/rivers? ☐ Yes ☐ No

[If yes, please give specific details as to whether streamside fences or buffers are along all streams/rivers in the property or along a portion of the streams/rivers in the property.]

17. Is the project scheduled to proceed to closing before July 1, 2009? (Not a scoring criterion; for informational purposes only.) ☐ Yes ☐ No

18. Will the project be completed by December 31, 2009? ☐ Yes ☐ No

Tax Exempt Status

Project Applications from nonprofit organizations shall provide documentation in the application that gives proof of tax-exempt status under §501 (c) (3) of the United States Internal Revenue Code. Additionally, the applicant must meet the holder requirements as described in Va. Code §10.1-1009 to §10.1-1017. **See Page 2, Program Eligibility.**

Amount of Grant Requested \$ _____

Amount of Matching Funds _____

Total Project Cost _____
(Grant amount plus match amount)

Total Acres to Be Protected _____

Budget Proposal

Acquisition Cost _____

Public Access Development Cost _____

Legal Fees _____

Survey Fees _____

Appraisal Fees _____

Title Insurance _____

Recordation Fees _____

Environmental Audit _____

Other Fees (explain) _____

Note: The VLCF is a reimbursement program. Reimbursement will be processed up to a maximum of 50% based on eligible expended documentation. (State agencies may receive 100% funding with no matching requirement.)

Applicant Matching Cost Breakdown: (Please identify each match source and amount applied to this project for each of the following categories)

Cash: _____

Land/Real Property Donations: _____

*Other: _____

Total Matching Contributions: _____

(Must be a minimum of 50% of the total cost except for state agency cost approved at a different rate.)

** Attach separate sheet with a detailed cost breakdown.*

=====

Note: If any portion of the applicant's matching amount is from other grants that may or may not have **restrictions** on such funds, please identify the source of this match and give as much information as possible below.

Description of Applicant's Other Grant Match:

Please note that applicant must have grant match in hand or provide a letter of matching-funds commitment in the form shown on the following page.

[Date]

Virginia Land Conservation Foundation
c/o Mr. Joseph Maroon, Executive Secretary
Virginia Department of Conservation and Recreation
203 Governor Street, Room 302
Richmond, VA 23219

Re: VLCF grant application from *[organization]* for *[project]*

Dear Mr. Maroon:

In the grant application submitted by our organization for VLCF's FY ____ grant round, our project budget included a total match amount of \$____.____, of which \$____.____ is to be obtained through grant funding that is not yet committed by any granting agency. We understand that VLCF will not grant funds for a project whose match is uncertain, and we agree that, if this project is funded through VLCF, we will commit our organization's resources to complete the project within the two-year time frame required by the VLCF program.

Sincerely,

[Organization representative]
[Job Title]

Environmental Survey

The following survey should be completed and included in the project application. If additional environmental information is available that is pertinent to the project proposal, it should be submitted with the application. Tentative approval will be awarded to grant recipients. Recipients will be required to submit to DCR within 60 days written environmental review clearance from the Virginia Department Game and Inland Fisheries, the Virginia Department of Historic Resources and the Virginia Department of Environmental Quality. DCR staff will coordinate environmental review for concerns under DCR's purview. Should additional studies be required; e.g., environmental impact statements (EIS), Phase I environmental surveys on approved acquisitions, historic surveys, nominations to National and State Historic Registries, endangered species studies and reports, they can be included in the total cost of the project and are eligible for matching grant assistance.

Environmental Survey

Please be advised that this form is not intended to replace additional environmental information that may be required on the proposal. Some applications involving acquisition of land that are subsequently approved for grant assistance will be required to submit a Phase 1 Environmental Report. Note: If yes is answered on any of the items below, please provide additional details if possible.

1. **Name of Applicant/Project:** _____

2. **Land Use:**

a. Briefly describe the land use in the project area. Attach a land use map if needed.

b. Is the project consistent with plans for the area? Yes_____ No _____

3. **Socioeconomics:** Will the proposed project impact any of the following:

	Y	N		Y	N
a. Health/Education Facilities	_____	_____	e. Public Utilities	_____	_____
b. Emergency Service Providers	_____	_____	f. Local Tax Base	_____	_____
c. Handicapped, Minorities, or Elderly	_____	_____	g. Residential Areas	_____	_____
d. Economic Activity	_____	_____	h. VDOT – new or improved roads	_____	_____

4. **Natural Resources:** Will the proposed project negatively impact any of the following:

	Y	N		Y	N
a. Soil Erosion or Sedimentation	_____	_____	g. Vegetation	_____	_____
b. Streams, Rivers, or Lakes	_____	_____	h. Wetlands	_____	_____
c. Wildlife and Wildlife Habitat	_____	_____	i. Floodplains	_____	_____
d. Wild and Scenic Rivers	_____	_____	j. Coastal Zones	_____	_____
e. National Natural Landmarks	_____	_____	k. Agricultural Lands	_____	_____
f. Rare Plants and Animals and Exemplary Natural Communities	_____	_____	l. Forestal Lands	_____	_____
			m. Ag./Forest Dist.	_____	_____

5. Historic and Archaeological Resources

Y N

- a. Has the project been reviewed by the VA Dept. Of Historic Resources (DHR)?
b. Will the project have an effect on historic or archaeological resources?

6. Hazardous Wastes: Is there any potential for involvement with hazardous wastes?

Note: items 7 & 8 are not applicable to fee or less than fee acquisition only projects

7. Noise: Is there potential for the project to create noise that may impact on surrounding land uses?

8. Air Quality: Will the project have an adverse impact on air quality?

9. Section 4(f) – Federally funded Road Projects and/or, 6(f) – Federally funded Parks

- a. Is the project located on a publicly owned park, recreational area
natural areas, historic site, or wildlife and waterfowl refuge?
b. If yes, please mark the appropriate box and name the facility.

- ☐ Park ☐ Historic Site
☐ Natural Area ☐ Wildlife/Waterfowl Refuge
☐ Recreation Area

REQUEST FOR TAXPAYER IDENTIFICATION NUMBER(S) AND CERTIFICATION

Substitute Form W-9 Each person or organization doing business with the Commonwealth of Virginia must provide the following information or be subject to backup withholding.

Type	Check Only One:	Social Security No.	Federal Identification No.
0*	<input type="checkbox"/> Other		
2	<input type="checkbox"/> Federal Agency		
3	<input type="checkbox"/> State Agency		
4	<input type="checkbox"/> Local Government		
5	<input type="checkbox"/> Political Subdivision		
6	<input type="checkbox"/> Corporation		
7*	<input type="checkbox"/> Sole Proprietor or Reportable Individual		
8*	<input type="checkbox"/> Medical Corporation		
9	<input type="checkbox"/> Non-Reportable Individual		
A*	<input type="checkbox"/> Partnership		
B*	<input type="checkbox"/> Estate		
C*	<input type="checkbox"/> Trust		
D*	<input type="checkbox"/> Limited Liability Company		

* Indicates vendor may be eligible to receive a form 1099

LEGAL OR TRADE NAME _____

Order Address _____

Contact Person _____ Telephone No. _____

E-mail Address _____ FAX No. _____

Remittance Address _____

Contact Person _____ Telephone No. _____

IS THIS BUSINESS: Minority Owned? ☐ Yes ☐ No Woman Owned? ☐ Yes ☐ No

CERTIFICATION

Under penalties of perjury, I certify that:

1. The number(s) shown on this form is/are my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: [a] I am exempt from backup withholding, or [b] I have not been notified by the Internal Revenue Service that I am subject to backup withholding as a result of a failure to report all interest or dividends, or [c] the IRS has notified me that I am no longer subject to backup withholding.

Certification Instructions - You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because of under reporting interest or dividends on your tax return.

Signature _____ Date _____

Application Checklist Items

- ☐ **Please Note: Applicants must confirm that landowner(s) is/are receptive to negotiation on proposed project.**
- ☐ **All applications from private nonprofit organizations must meet specific criteria described in Item 1 of the Program Eligibility section on Page 2. Make sure to select one Primary Application Category.**
- ☐ Letter of Transmittal
- ☐ Project Application Details
- ☐ Project Narrative (detailed)
- ☐ Budget Proposal Sheet (in detail if available)
- ☐ Geographic Location with Maps (must include USGS 7.5 Minute topographic map; all maps must be suitable for 8 1/2 x 11 reproduction)
- ☐ Required photos for Historic Resources Category; highly recommended for other categories
- ☐ Support Documentation
- ☐ Appraisal, Title Report, Deed, Boundary Survey and Other Reports (if available)
- ☐ Environmental Survey (and other available information)
- ☐ Tax Exempt Status (if nonprofit application)
- ☐ Form W-9: Request for Taxpayer Identification Number(s) and Certification
- ☐ Letter(s) of support

Appendices

Appendix 1: Scoring Criteria For Open Space & Parks Category

Appendix 2: Scoring Criteria For Natural Areas Category

Appendix 3: Scoring Criteria For Historic Resources Category

Appendix 4: Scoring Criteria For Agricultural Category

Appendix 5: Scoring Criteria For Forestal Category

Appendix 6: Additional Scoring Criteria

Appendix 1

Scoring Sheet Criteria For: _____ Open Space & Parks Category

Criterion	Score	Notes
1) Public Access to State Waters: Acquires land or an easement on land which provides increased public access to state waters offering recreational potential. Maximum score 13		Public access to state waters that provides boating, fishing, and beach/bank swimming opportunities = 13 Public access that provides two of those recreational opportunities = 10 Public access that provides one of those recreational opportunities = 5
2) Adjacency to Parks and Conserved Lands: Acquires lands or easements adjacent to existing parks, protected conservation areas, or other recreational resources that expand and protect public conservation or recreational interests. Maximum score 10		Acquisition or easement adjacent to park or conservation area that will allow full public use on the new property = 10 Acquisition or easement adjacent to park or conservation area, with limited public use = 7 Acquisition or easement contiguous to park or conservation area, with no public use = 5
3) Scenic Resources Protection: Protects scenic viewsheds or land important to the protection of any federally designated Wild and Scenic River or American Heritage River in or adjacent to Virginia, Virginia's Scenic Rivers, designated Scenic Roads, and Virginia Byways, and/or recreational trails, including greenways or blueways. Maximum score 10		Conserves land adjacent to, or in direct viewshed of, one of the listed resources = 10 Conserves land adjacent to, or in direct viewshed of, a potential resource identified in VOP = 7
4) Alignment with State, Regional, or Local Plans: Supports local and/or regional comprehensive plans for parks, open space, and recreational facilities, and/or contributes to the protection of a state, regionally, or locally identified conservation corridor. Name and Page # of plan cited. Maximum score 9		If project site/corridor is specifically mentioned in regional/local plan, or identified by Virginia Conservation Lands Needs Assessment = 9 If area of project has general reference in regional/local plan = 5
5) Virginia Outdoors Plan Need: Addresses a need identified in the <i>Virginia Outdoors Plan</i> . Applicant must specify VOP Page #. Maximum score 9		Specific numbered need from regional section of VOP = 9 General Need = 5
6) Public Utilization: Availability of land for public use, including, but not limited to, hunting, fishing, or wildlife watching. Maximum score 10		Open for public utilization = 10 Public use for more than one day per year = 5 Public use one day per year = 3 No public use = 0
7) Densely Populated and Developing Areas: Conserves land in a densely populated or rapidly developing area. Densely populated is defined as a locality with population of 90,000 or more, or a locality designated by the Commonwealth as an incorporated City, regardless of size. Rapidly developing is defined as property identified in the VCLNA Outside the Urban Fringe Vulnerability Model with a threat value of 5. Maximum score 9		Densely populated locality = 8 Threat value of 5 in VCLNA model = 5
8) Degree of Threat: Site is threatened by development. A threatened site is defined as property documented to be on the market currently or recently, in an estate that is currently being settled, or adjacent to similar property which is on the market or sold in the past year. Maximum score 10		Currently on the market or in an estate = 10 Recently on the market = 8 Adjacent to similar property on the market or sold within the previous year = 5

Total Maximum Score 80 points _____

Appendix 2

Scoring Sheet Criteria For: _____ Natural Areas Category

Criterion	Score	Notes
1) The Natural Heritage Biodiversity Rank of the Natural Heritage conservation site , based upon the global and state rarity of the natural heritage resources present, the number of natural heritage resources present, and their condition Maximum score: 20 B1=20 B5=0 B2=15 No natural heritage resources=0 B3or B4=10		
2) Size & Natural Condition: Are the size and condition of the tract(s) adequate to protect and allow for management of natural heritage resource targets? Maximum score: 15 <ul style="list-style-type: none"> Size and condition are adequate to fully protect & manage targets = 15 Size and condition are likely to provide for full protection and management of targets = 10 Size and condition are unlikely to allow protection & management of the conservation targets = 0 - 5 		
3) Proximity: Is the tract(s) adjacent to or in close physical or functional proximity (e.g. upstream or upslope) to other conservation lands and would it expand the protection of natural heritage resources? Maximum score: 15 <ul style="list-style-type: none"> Adjacent to existing conservation land = 15 Possesses physical or functional proximity to existing conservation land = 10 No physical or functional proximity to existing conservation land = 0. 		
4) Management: Applicants capability to implement necessary management to protect the site from short-term and long-term stresses. Maximum score: 10 <ul style="list-style-type: none"> Applicant has proven experience with natural community/rare species management = 10 Applicant has land management experience = 5 Applicant has no proven land management experience = 0 		
5) Community Representation: To what extent does the site support exemplary natural communities that are not well protected in Virginia? Maximum score: 10 <ul style="list-style-type: none"> Supports communities not found on other protected lands = 10 Supports communities found on limited number (1–10) of protected lands = 5 Supports communities well represented (10+) on other protected lands = 0 		
6) No. & Quality of EOs: How many element occurrences are known for the tract(s) and what is the quality of those occurrences? Assign the value below for each occurrence based on it's EO-rank. Sum these values. Maximum score: 10 A-rank=4 D-rank=1 B-rank=3 E-rank=2 C-rank=2		

Total Maximum Score 80 points _____

Appendix 3

Scoring Sheet Criteria For: _____

Historic Area Preservation Category

Criterion	Score	Notes
<p>1) Strong proposals are likely to protect or preserve a resource that is: (A) Listed on the Virginia Landmarks Register (VLR) or certified as eligible for listing by the Director of the Department of Historic Resources; or (B) A resource that contributes to the integrity, enhances the setting, or provides a buffer for a property that is listed on the VLR*, or (C) a Civil War Battlefield listed as a Class A or B, Priority I or II battlefield by the <i>Civil War Sites Advisory Commission Report</i> of 1993, and as amended.</p> <p><i>*Note: For applications under (B) above, the historical significance of the listed property will be evaluated. For resources which are not listed on the Virginia Landmarks Register but have been certified as eligible for listing, historical significance will be determined as if such properties were so listed.</i></p> <p><i>**Applicants must submit a copy of the National Register/VLR nomination form or Civil War Sites Advisory Commission rating, if applicable.</i></p> <p>Maximum score 40</p>		<p>35 points: National Historic Landmark</p> <p>25 points: Property individually listed in the VLR OR eligible for individual listing in the VLR OR contributing to a National Historic Landmark District</p> <p>15 points: Contributing property in a VLR historic district</p> <p>5 points: Other historic and cultural resources</p> <p>Civil War Battlefields with CWSAC rating & not in VLR:</p> <p>35 points: Properties designated as Priority I, Class A or B</p> <p>25 Points: Properties designated as Priority II, Class A, B, C, or D</p> <p>15 Points: Properties designated as Priority III, Class A, B, C, or D</p> <p>5 Points: Properties designated as Priority IV, Class A, B, C, or D</p> <p>Additional 0 – 5 points: Rarity, quality, and integrity of resource.</p>
<p>2) An identifiable threat to the resource or compelling need for immediate preservation exists. Maximum score 10</p>		<p>Property is currently on the market for sale OR in imminent danger of demolition = 10</p> <p>Property is listed with a Threat Value of 7 or 8 on the VLCNA composite model OR property is significantly deteriorated and in need of immediate preservation = 7</p> <p>Other identifiable threat to resource or compelling need for preservation = 4</p>
<p>3) Applicant intends to manage property according to a documented resource management plan and has demonstrated organizational and financial capacity to ensure appropriate treatment and ongoing maintenance of the resource</p> <p><i>*Project plans must meet the relevant preservation standards and be approved by the Department of Historic Resources.</i></p> <p><i>**Historic Structures Report or Resource Management Plan should be submitted with application, with sections applicable to grant proposal highlighted.</i></p> <p>Maximum score 15</p>		<p>Property managed using a Historic Structures Report and applicant has documented financial and organizational capacity to maintain resource = 15</p> <p>Property managed using general Resource Management Plan and applicant has documented financial capacity to maintain resource = 10</p> <p>Property owner will obtain Resource Management Plan and has limited financial capacity to maintain resource = 5.</p>
<p>4) Preservation of the resource may complement or enhance other cultural or historic resources or land already protected through a conservation easement OR represents a unique cultural resource opportunity within the geographical area.</p> <p>Maximum score 5</p>		<p>Adjacent to significant historic/cultural resources, and/or land already protected through conservation easement or existing conservation land = 5</p> <p>In viewshed of significant historic/cultural resources, and/or land already protected through conservation easement OR existing conservation land = 3</p> <p>Not adjacent to significant historic/cultural resources or in viewshed of land already protected through conservation easement or existing conservation land, but represents unique cultural resource within the geographical area = 1</p>
<p>5) Protection or preservation of the resource may further other public interests, such as education, research, heritage tourism promotion or orderly community development.</p> <p>Maximum score 5</p>		
<p>6) There is demonstrated public support for the protection or preservation of the resource. Maximum score 5</p>		

Total Maximum Score 80 points _____

Appendix 4

Scoring Sheet Criteria For: _____ Agricultural Lands Category

Criterion	Score	Notes
Category I: Land Evaluation (25 points) <u>Soil Productivity</u> Using soil classes prime, unique or important farmland, score the percentage of project land in each soils class. Value the soils classified as Prime. Value the soils classified Unique. Value the soils classified as Important Farmland.		More information on these soil classes can be found in §3.1-18.5 of the Code of Virginia
<u>Parcel Size (10 points)</u> Using data from the most recent Census of Agriculture, score the size of the farm as it compares to the average sized farm in the locality.		≥ 25% larger than average size – 10 points < 25% larger but ≥ average farm size – 7 points ≥ 25% smaller but < average farm size – 5 points < 25% smaller farm size – 3 points More information can be found at www.agcensus.usda.gov
Category II: Land Use (45 points) A. 1) Is the land currently being farmed; 2) Is the land being farmed by the owner or a family member; 3) Does at least one family member's primary occupation involve farming this parcel; and 4) is this a Century Farm? Maximum score 8 points B. To what degree is the land adjacent to or in close proximity to other preserved lands, either in agriculture production or non-active in farming? Maximum score 10 points C. What is the vulnerability rank for this parcel as determined by the Urban Fringe VLCNA model? Maximum score 15 points D. To what extent are Best Management Practices (BMPs) being used/implemented in the normal operation of this farm? Please define. Maximum score 4 points E. Is the project supported by local farmland protection policies (agricultural zoning, agricultural and forestal districts, use value taxation, etc.)? Maximum score 4 points F. To what degree will preserving the proposed land in agricultural use secure environmental benefits? Maximum score 4 points		A. 2 points for each Yes in A. B. Parcel adjoins other preserved lands = 10 Parcel is within one-quarter mile but not adjoining other preserved lands = 7 points Parcel is within one-half mile but further than one-quarter mile of other preserved lands = 5 points C. 3 points for each ranking from 1-5 based on the Virginia Land Conservation Needs Assessment (VLCNA) suburban model D. For questions and examples, consult DCR's BMP Manual, at 192.206.31.46/agbmpman/toc.pdf

Total Maximum Score 80 points _____

Appendix 5

Scoring Sheet Criteria For: _____

Forest Lands Category

Criterion	Score	Notes
1) Potential for Conversion – The land is in an area where there is significant risk of conversion to other uses and there is limited forest cover remaining in the area. Conversion threat and forest cover are determined using DOF GIS analysis. Maximum score 15		Score = (1) + (2) (1) Threat of Conversion: High = 10, Moderate = 5, Low = 0 (2) Remaining Forest Cover: Low = 5, Moderate = 2, High = 0
2) Protects Watershed – The forestland contributes to the protection of (1) a public drinking water source identified by VA Dept. of Health, or (2) a watershed identified as high quality in DOF GIS analysis, or (3) an impaired waterway on the state 303(d) list. Maximum score 15		Adjacent to the water body or source of (1) and either (2) or (3) = 15 Adjacent to (1) or (2) or (3) = 10 Within the watershed of (1) or (2) or (3) = 5
3) Management of Multiple Resources – The landowner manages the property according to a multiple resource management plan prepared by a professional forester and the landowner is willing to follow plan recommendations to achieve their forest management goals. Maximum score 15		Owner has an existing management plan or is pursuing one and is willing to follow recommendations = 15 Owner has management plan but plans limited implementation = 10 Owner has a management plan but does not plan to implement = 5
4) Adjacency to Conserved Lands – The property is located adjacent to, or nearby, already conserved lands held in perpetuity. Maximum score 10		Adjacent to conserved land = 10 Multiple conserved land within 5 miles = 5 Within designated conservation area = 5
5) Education / Research Potential - The landowner will allow, and the property is suitable for long-term forest research, special landowner demonstration opportunities, or conservation education. Maximum score 10		Research /education + public access = 10 Research/education + limited access = 7 Research/education, no public access = 3
6) Meets Comprehensive Plan Objectives – The property is within an area identified in the local comprehensive plan as important for land conservation and/or open space preservation. Maximum score 5		Meets 1 or more objectives of comprehensive plan = 5
7) Potential to Protect/Restore – The property has or has the potential to protect and/or restore threatened and endangered species, diminished natural tree species, historic, archeological, or geologic sites. Maximum score 10		T & E species found on site = 10 Habitat or recovery area for T & E species = 5 Potential to restore diminished tree species = 5 Protected historic structure or archaeological site = 2 Protected geologic site = 2

Total Maximum Score 80 points _____

Appendix 6

Scoring Sheet Criteria For: _____

Virginia Outdoors Plan (VOP) Identified Need

Degree to which a parcel satisfies resource conservation needs as identified in the *Virginia Outdoors Plan (VOP)* or in a local comprehensive plan.

Maximum 3 points

- Meets a resource conservation need identified in the VOP and in a local comprehensive plan = 3 points
- Meets a resource conservation need identified in the VOP or in a local comprehensive plan = 2 points
- Not identified in VOP or in a local comprehensive plan = 0 points

Scoring Sheet Criteria For: _____

Water Quality Benefit

Extent to which the parcel will protect water quality through the use of permanent riparian buffers that are at least 35 ft. wide.

Maximum 4 points

- Permanent buffers or streamside fencing on all streams/rivers throughout the property = 4 points
- Permanent buffers or streamside fencing on a portion of the streams/rivers in the property = 2 points
- No permanent buffers = 0 points

Scoring Sheet Criteria For: _____

Value Added

Degree to which the project has significant value in other categories.

Maximum 11 points

- Farmland = 2 points
- Forestal land = 2 points
- Historic resources = 2 points
- Natural heritage resources = 2 points
- Recreation/parks = 2 points
- Wildlife = 3 points

Scoring Sheet Criteria For: _____

Public Access

Degree to which the property has public or visual access.

Maximum 6 points

- Full Public Access = 6 points
- Limited Public Access = 3 points
- Visual Access = 2 points
- No Access = 0 points

Scoring Sheet Criteria For: _____

Ratio of Match to Total Project Cost

More than 80% of total allowable request = 3

More than 60% of total allowable request = 2

50 % of total allowable request = 0

Total Maximum Score for Additional Scoring Criteria: 27 points